

**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING**

November 16, 2016

7:00 p.m.

**MEETING AGENDA
LEVY HEARING**

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
 - from October 19, 2016 regular meeting (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for October 2016 (Action item)
7. Librarians' Reports
 - April Heide-Kracik, Youth Services Outreach Specialist/School Liaison
8. Public Comment
9. Community Outreach
10. Other Board Reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
11. Old Business
 - A. Approval of the 2016 Levy Ordinance 16-08 for property tax funds in the amount of \$1,737,400 to operate the library during FY2016/2017 (Action item)
 - B. Ridge Vent Replacement Bids (Action item)
12. New Business
 - A. Staff Holiday Party and Recognition (Information item)
13. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
November 16, 2016

- I. Call to order: Meeting called to order by President Warren at 7:05 p.m. Those in attendance: President Warren, Trustees: Monks, Noble, Van Zyl & Wagner. Absent: Boehner & Sizemore. Also in attendance: Executive Director Dienes, Asst. Director Amschl & Admin Asst. Bonfiglio.
- II. Introduction of Guests/Visitors: April Heide-Kracik, Youth Services Outreach Specialist/School Liaison.
- III. Approval of Minutes: Motion to approve minutes of October 19, 2016 by Van Zyl, second by Monks. Motion passed. Ayes: Monks, Noble, Van Zyl & Wagner. Nays: None.
- IV. Correspondence: Thank you card from Brigitte Calgaro for the flowers for her Mom.
- V. Approval of bills for payment: There were two additional bills for payment. A bill for advertising from Home Pages in the amount of \$395.00 and a bill from JMA Architects in the amount of \$1780.00 for a payment on the construction project. Motion to approve all bills for payment by Monks, second by Van Zyl. Motion passed on voice vote. Ayes: Monks, Noble, Van Zyl & Wagner. Nays: None.
- VI. Financial report for October 2016: Trustee Monks reported that 94% of the income for the year has been received and expenses have leveled off and are below the expected 33% for the year. Interest income is well over budget as is meeting room income.
- VII. Librarian's report: April Heide-Kracik, Youth Services Outreach Specialist/School Liaison spoke to the board about the progress she has made since the position started in July. She has made regular trips to several different schools and grades. The children look forward to her visits and some even come to the library to check out books that have been mentioned. She has also brought storytime to The Edge & Aurelios. Ms. Dienes reported that the library PR coordinator has resigned. Since the job has changed over the last two years, a new job description will need to be completed. Also the Youth Services Department has received a donation of \$3600 from Crete Cooperative Preschool. The construction project is underway. The masonry portion has been completed and the painting is almost finished. Part of the concrete is done & the second section needs to be scheduled. The windows are still being manufactured.
- VIII. Public comment: No public comment.
- IX. Community outreach: Trustee Monks attended the village meeting & reported that the plans for the Crete Country Christmas are in the final stages. The road tax passed and the income will be used to improve roads in the area.
- X. Other reports:
 - A. Friends of the Crete Public Library: The Friends group will meet next week.
 - B. Crete Library Foundation: The Foundation met for a short time but there was not a quorum.

XI. Old Business:

- A. Approval of the 2016 Levy Ordinance 16-08 for property tax funds in the amount of \$1,737,400 to operate the library for FY2016/2017: Motion to approve 2016 Levy ordinance 16-08 for property tax funds in the amount of \$1,737,400 by Wagner, second by Monks. Motion passed on voice vote. Ayes: Monks, Noble, Van Zyl & Wagner. Nays: None.
- B. Ridge Vent Replacement proposals: The board reviewed the proposals for the project. Motion by Monks, to accept the proposal from Chucks Roofing in the amount of \$9600 second by Noble. Motion passed on voice vote. Ayes: Monks, Noble, Van Zyl & Wagner. Nays: None.

XII. New Business:

- A. Staff Holiday Party and Recognition: The date for the party is tentatively set for January 8th. The library will use the Evil Horse for a private party and will look into having some food catered in.

- XIII. Adjournment: Motion to adjourn at 8:43 p.m. by Wagner, second by Monks. Motion passed. Ayes: Monks, Noble, Van Zyl & Wagner. Nays: None.

Respectfully Submitted,
Sharon Bonfiglio, Admin. Asst.